

**PLATTEVILLE HOUSING AUTHORITY BOARD MEETING**  
**January 29, 2019**

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The regular meeting of the Platteville Housing Authority Board was held on January 29, 2019 at 3:30 p.m. in the GAR Room. Let the records show that the meeting agenda was properly posted according to the Open Meeting Law. A quorum was met. Christine Wunerlin, Commissioner, called the meeting to order.

**Members Present:** Ken Kilian, Christine Wunderlin & Jane Peoples

**Members Absent:** Marilyn Gottschalk & Melissa Duve

**Others Present:** Jen Weber

**APPROVAL OF PREVIOUS MINUTES**

Motion by Kilian and second by Wunderlin to approve the December 2018 board minutes. Motion Carried.

**CLIENT UPDATE**

The Board reviewed the current waiting and voucher lists. There are currently 51 families on the waiting list. The month of January 2019 included 9 applications, 1 voucher was issued, 2 placements, 2 end of participations and a total of 91 current program participants. Motion by Kilian and second by Peoples to approve the client update. Motion Carried.

**APPROVAL OF VOUCHERS AND OPERATIONAL EXPENSES**

Landlord and operational expense checks were reviewed. Motion by Peoples and second by Kilian to approve operational checks 2887-2893 and landlord checks 2894-2948. Motion Carried.

**OLD BUSINESS**

Weber accepted the offer from the board and her 2019 employment contract was updated accordingly. Motion by Peoples and second by Kilian to approve Weber's 2019 employment contract. Motion Carried. The board was presented with the 2019 Operating Budget. Motion by Kilian and second by Peoples to approve Resolution 2019-1 for the 2019 Operating Budget. Motion Carried.

**NEW BUSINESS**

Discussion was held over the government shut down. Weber presented a notice being mailed to landlords with the February Housing Assistance Payments (HAP). The notice informs them that HAP is guaranteed through February, but future HAP payments could be delayed. An estimate of February RNP (Restricted Net Position) and UNP (Unrestricted Net Position) was presented to the board. The total of RNP and UNP together would be enough to sustain HAP payments for the month of March if necessary. Any updates will be passed along to the board and landlords. A 2018 budget update was given by Weber. End of year RNP (HAP Reserves) is high and could be subject to future HHR (HUD Held Reserves) transition. This is unknown at this time due to the government shutdown. UNP (Administrative Reserves) ended higher than the beginning of 2019. This is due to monthly underspending and fraud recovery collected.

Motion by Kilian and second by Peoples to adjourn the meeting. Motion carried.

Respectfully submitted by Jen Weber.